

West Suffolk Pre-application Planning Advice Charges

Nature of development	30 minute pre-booked informal planning officer meeting. Intended for use by householders (*see notes below)	(a) Cost of 1 hour meeting at the Council Offices with no written advice	(b) Cost of written advice only.	(c) Cost for one formal meeting (up to 2 hours) and written follow up, including a review of any written minutes provided by the enquirer.	(d) Cost for a site visit when booked with any other option (in addition to any other charges). This does not allow for extended discussion on site, rather it allows the Officer to understand the site context.	(e) Cost of 1 hour site meeting. This option offers no feedback other than verbal advice given on site.
Householder development: Extensions, conservatories, sheds, outbuildings, garages, car ports, fences, walls, gates, alteration or new access, swimming pools, porches, satellite dishes, solar panels, external wall insulation (all works must be within the boundary or curtilage of the existing house)	£48	£96	£60	£192	£106	£136
Advertisement development: Signs or advertisements displayed on buildings or land (for example; posters, notices, placards, banners, fascia or projecting signs, flag or balloon advertising, pole and canopy signs, advance and directional signs etc)	£48	£96	£60	£192	£106	£136
Minor development Development of 1 to 9 dwellings; Non-residential dev. less than 1000sq m in floorspace (commercial, retail, industrial); Change of use of a building or land (less than 1000sq m in floorspace or on a site area of less than 1 hectare)	Not available	£120	£264	£360	£160	£220
Major development Development of 10 to 99 dwellings; Non residential development of between 1000sq m and 4999sq m in floorspace (commercial, retail, industrial); Changes of use of buildings or land between 1000sq m and 4999sq m or on a site of between 1 hectare and 1.99 hectares	Not available	£216	£744	£936	£160	£279
Development of a significant scale Development of 100+ dwellings; Non residential development of 5000+ sq m in floorspace (commercial, retail, industrial). Changes of use of buildings or land of 5000+ sq m in floorspace, or on a site of 2+ hectares	Not available	£216	£1823	£1967	£160	£279

* Appointments between the hours of 9am and 1pm will take place at West Suffolk House, Bury St. Edmunds and appointments between the hours of 1pm and 5pm will take place at the Council offices at College Heath Road, Mildenhall. Please note that this is a West Suffolk wide service and you can attend a meeting at either office re-gardless of the location of the development or site that you wish to discuss. No written follow up is provided.

The following combinations can also be sought depending on the level of advice required: (a) + (d), (b) + (d) & (c) + (d) All fees are inclusive of VAT